

NAEP 2001

SUMMARY OF ACTIVITIES



2001 National Assessment of Educational Progress

The National Assessment of Educational Progress (NAEP) is a congressionally mandated project overseen by the National Center for Education Statistics, a branch of the U.S. Department of Education. Commonly known as the Nation's Report Card, NAEP has collected data since 1969 about what American school children know and can do in a variety of key subject areas. NAEP is the only ongoing study that tracks trends in student achievement at the elementary, middle, and high school levels.

Between January and March 2001, NAEP will assess students in grades 4, 8, and 12 in U.S. history, world geography, reading, and writing. All assessment materials will be provided by NAEP. As an expression of appreciation, participating schools will be given world atlases.

The participation of selected schools and students is vital to the success of NAEP 2001. This document provides a brief overview of assessment plans and the roles of participating schools and school staff. NAEP staff members will provide more detailed information when they contact schools in the fall to discuss the assessment.

What are the responsibilities of the NAEP staff?

NAEP staff will perform the following tasks:

- Respond to questions from the school community throughout the assessment period;
- Work with the school to set a date between January and March 2001 for the assessments;
- Provide schools with instructions for preparing a file or list of grade-eligible students;
- Select a sample of students from a file or list prepared by the school or district;
- Prepare parent letters (if required by the school or district), and questionnaires for distribution;
- Bring all assessment materials to the school on the scheduled day;
- Conduct the assessments;
- Complete all assessment activities; and
- Provide NAEP reports when they are available.

What is involved for schools?

- In most grade 4 schools, the sample will include all eligible students up to a maximum of about 60. For most schools at grades 8 and 12, the maximum will be about 100. Occasionally, the student sample will be larger.
- Each student will be assessed in only one of the four subjects. Students taking history or geography will be assessed in one session, and students taking reading or writing will be in another session.
- Assessments will take 90 minutes of each student's time.
- Questionnaires will be distributed to the principal, and in grades 4 and 8, questionnaires will be distributed to the History/Social Studies or Language Arts teachers of the sampled students. In all grades, teachers of selected students with disabilities (SD) and limited English proficiency (LEP) will also be given questionnaires.
- Schools are requested to designate a staff member, the school coordinator, to assist NAEP staff with in-school arrangements.

What are the school coordinator's responsibilities?

1 Work with NAEP staff to select students to be assessed.

Soon after a NAEP representative contacts the school about the assessment, s/he will request an electronic file or list of the students in the grade being assessed. It should contain all grade-eligible students. It may be prepared by the school or district, whichever has the most up-to-date information on enrollment. NAEP staff will sample students from the file or list. In a visit to the school about two weeks before the assessment, in-school arrangements for the assessment will be finalized. All student names will always be kept confidential by NAEP staff. Individual student responses or scores are NEVER reported.

2 For the sampled students:

- Provide information on the teacher of the subject in which the student will be assessed;
- Identify SD/LEP students. Then, determine how to include them in the assessment according to NAEP criteria; and
- Identify students participating in the Title I program and in the National School Lunch Program (NSLP).

3 Arrange for suitable space for the assessment session(s) within the school.

4 Distribute and collect assessment questionnaires.

The NAEP representative will prepare and leave with the school coordinator three types of questionnaires:

- The School Questionnaire to be completed by the principal;
- Teacher Questionnaires for the History/Social Studies and/or Language Arts teachers of students being assessed in those subjects (4th and 8th grades only); and
- The SD/LEP Student Questionnaire for teachers of sampled SD or LEP students.

The questionnaires should be completed by appropriate staff before the day of the assessment and will be collected by the NAEP representative.

5 Notify teachers and students about NAEP.

The school coordinator should follow usual school procedures in notifying the selected students, their teachers, and parents (if required by school policy) of the assessment date, time, and location.

6 Ensure that students attend the session.

NAEP staff will conduct the session(s) and will bring all assessment materials to the school. It is very important that attendance rates be as high as possible to avoid the need for makeup sessions.

NAEP appreciates schools' support and cooperation in making the NAEP program an ongoing success!

